

**SUMMARY OF THE
FIELD ACTIVITIES COMMITTEE MEETING
JUNE 23, 2000**

The Field Activities Committee of the National Environmental Laboratory Accreditation Conference (NELAC) met by teleconference on Friday, June 23, 2000 at 10:30 a.m. Eastern Daylight Time (EDT). The meeting was led by the committee chair, Mr. Daniel Bivins of the U.S. Environmental Protection Agency (EPA). A list of action items is given in Attachment A. A list of participants is given in Attachment B. *The purpose of the meeting was to consider action items from the previous meeting and to further plan for the Sixth NELAC Annual Meeting (NELAC VI) in Williamsburg, VA.*

INTRODUCTION

Mr. Bivins opened the meeting by reviewing action items from the May 18, 2000, teleconference. He asked for additional agenda items. The meeting continued with discussions of action items.

MOBILE LABORATORIES

Proposed changes in the language for mobile laboratories have been drafted but have not been forwarded to the Accreditation Process Committee for comment at this time. However the Accreditation Process Committee is aware of the Field Activities Committee's concerns. Comments included: accreditation of mobile laboratory trailers used by stack sampling firms should be excluded from Chapter 4; mobile laboratories should be separately accredited, since, in some cases, the company is just an "office"; if there is a central laboratory, then it should be accredited and its quality system accreditation should be extended to mobile laboratories under its control.

All agreed that language regarding mobile laboratories needs further thought and discussion.

MEASUREMENT OF SOURCE EMISSIONS STANDARD SUBCOMMITTEE MEETING

Mr. Bivins reported on the meeting of the Measurement of Source Emissions Standard subcommittee of The Field Activities Committee which took place on June 14 and 15, 2000, in Chapel Hill, NC. Participants included members of the Environmental Data Improvement Group (EDIG), a stack sampling group. Participants initially heard concerns from EDIG and then worked to reach a common understanding of issues. Ms. Jeanne Hankins, NELAC Director, answered questions from EDIG and suggested that they become members of the subcommittee on the measurement of source emissions established by the Environmental Laboratory Advisory Board (ELAB) at its May 11, 2000 meeting. EDIG members agreed to this idea and formed a committee to be called the Air Source Emissions Task Team (ASETT). This group has agreed to prepare a draft standard to be conveyed to ELAB for the attention of the Measurement of Source Emissions Standard subcommittee. The draft standard is to be posted at www.betterdata.org, the EDIG website on the following schedule:

September 1, 2000	document should be 90% complete
October 1, 2000:	The Measurement of Source Emissions Subcommittee will have completed discussions of the draft
NELAC VI	further discussions, perhaps during the ELAB Open Forum
March, 2001	The Measurement of Source Emissions Subcommittee distribute document for review
May, 2001	document ready for consideration at the NELAC VII

ASETT SUBCOMMITTEE OF ELAB

ASETT is an ELAB subcommittee, its membership is open and will include the Measurement of Source Emissions Subcommittee members. Questions regarding how it would operate included:

1. How ELAB would handle reports from the subcommittee,
2. How information from ASETT will be conveyed to the Field Activities Committee and its Measurement of Source Emissions subcommittee¹, and
3. Whether ASETT should review the NELAC Accreditation Process Standard before it begins work on an acceptable technical standard.

ASETT is scheduled to present information to the Field Activities Committee during its meeting at NELAC VI.

GENERAL SAMPLING STANDARD

Because of ISO 17025 copyright issues, the proposed Chapter 7 (posted on the NELAC website) of the NELAC Standard will not be submitted for vote at NELAC VI. The committee asked that Mr. Bivins request:

1. ELAB comments on the structure of Chapter 7 during the ELAB Open Forum, and
2. that ELAB add this topic to their regular meeting agenda⁴.

It was noted that some reviewers did not wish to limit the scope of the Chapter 7 General Standard to laboratories only.

BASIS OF ACCREDITATION

A committee member remarked that a recent statement from EPA's Office of Research and Development (ORD) asked that NELAC begin working towards accreditation of the quality system of an organization rather than a method-by-method or analyte-by-analyte basis. EPA is supportive of a performance-based measurement system (PBMS) approach. Committee members remarked that this approach works best with water sampling and analysis, but is often difficult to apply to air and stack

sampling procedures. For this reason, many in the stack sampling industry continue to favor the on-site assessment process of evaluation.

ANNUAL MEETING AGENDA

A change in the agenda for NELAC VI was announced by the chair. At approximately 2:30 p.m. on June 27, the Field Activities Committee will call for a report from ASETT on a standard for measurement of source emissions.. The chair of ASETT will present its report and the Field Activities Committee and participants will discuss ASETT's work.

Due to copyright concerns no vote will be taken on any parts of Chapter 7 at NELAC VI, although some committee members favor submitting Section 7.3 for vote. Mr. Bivins will verify this with Ms. Hankins³.

NEXT MEETING

The next meeting of the Field Activities Committee will be on June 27 at NELAC VI.

**ACTION ITEMS
FIELD ACTIVITIES COMMITTEE MEETING
JUNE 27, 2000**

Item No.	Action	Date to be Completed
1.	Investigate how ASETT subcommittee will convey information to the Field Activities Committee (Bivins)	open
2.	Forward ASETT Committee announcements to Field Activities Committee members (Bivins)	prior to June 27
3.	Clarify with Ms. Hankins which, if any, sections of the Chapter 7 of the NELAC Standard will be voted upon at the annual meeting (Bivins)	prior to June 27
4.	Ask for discussion of structure of Chapter 7 of the NELAC Standard at the ELAB Open Forum meeting (Bivins)	at Open Forum meeting
5.	Send e-mail to all Field Activities Committee members reminding them to attend the Annual Meeting	June 23

**PARTICIPANTS
FIELD ACTIVITIES COMMITTEE MEETING
JUNE 27, 2000**

Name	Affiliation	Address
Bivins, Daniel Chair	U.S. EPA/OAR	T: (919) 541-5244 F: (919) 541-1039 E: bivins.dan@epa.gov
Burrows, Don (absent)	STL Austin	T: (512) 310-5258 F: (512) 244-0160 E: don_burrows@radian.com
Crumbling, Deana	U.S. EPA/Tech. Innovation Office	T: (703) 603-0643 F: (703) 603-9135 E: crumbling.deana@epa.gov
Darley, Robert	US Navy - NAVSEA Programs FO	T: (843) 764-7337 F: (843) 764-7360 E: darleyre@navsea.navy.mil
Dege, John (absent)	DuPont/Chemical Manufacturers Association	T: (302) 773-0900 F: (302) 774-1361 E: john.a.dege@usa.dupont.com
Dunn, Rick (absent)	Hach Company	T: (970) 669-3050 F: (703) 669-2932 E: rdunn@hach.com
Keith, Larry (absent)	Waste Policy Institute (WPI)	T: (540) 557-6095 F: (540) 557-6043 E: larry_keith@wpi.org
Law, Peter (absent)	Severn Trent Laboratories	T: (413) 572-4000 ext. 101 F: (413) 572-3707 E: plaw@stl-inc.com
Santini, Ronald (absent)	Duke Power Company	T: (704) 875-5229 F: (704) 875-5032 E: rasantin@duke-energy.com
Simmons, Barton	CA EPA	T: (510) 540-3003 F: (510) 540-2305 E: bsimmons@dtsc.ca.gov
Tintle, Andrew	FL Dept. of Environmental Protection	T: (850) 921-9733 F: (850) 922-4614 E: Tintle_A@DEP.state.FL.US
Eaton, Cary (Contractor Support)	Research Triangle Institute	T: (919) 541-6720 F: (919) 541-7215 E: wce@rti.org